

Official Record Copy
Office of Personnel

OP MEMORANDUM NO. 20-51-8

3 August 1981

OFFICE OF PERSONNEL MEMORANDUM

SUBJECT : Processing of Form 1152 "Request for Personnel Action"
for CIA Details to Other Government Agencies

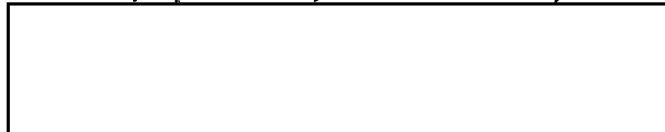
STAT REFERENCE: dated 21 May 1980

1. It is essential that the "Requests for Personnel Actions," (Form 1152) for CIA personnel detailed to other government agencies be processed in a timely fashion.

2. All Form 1152's affecting details out must be in Transactions and Records Branch/OP prior to the close of business each month for processing to ensure reporting on the monthly computerized detail report. Close of business computer cutoff dates for the remainder of 1981 are as follows:

27 August 1981
1 October 1981 (September)
29 October 1981
25 November 1981
31 December 1981

STAT 3. If you have any questions, contact Chief, Transactions and Records Branch,



✓ James N. Glerum
Director of Personnel

OPM 17-81

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